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CONFIDENTIAL

23 October 1950

MEMORANDUM FOR THE RECORD

SUBJECT: Conference of 20 Oct 1950 to discuss preparation of Training Manuals

REFERENCE:

Subject: Status Report on Development of Functional Doctrine (Training Manual) for September 1950

1. The conference was called to determine ways and means of expediting the preparation of basic manuals to provide policy and doctrine in the substantive fields.

2. [] coordinating the program for Staff I, presented the current status of the program and stated that due to the difficulty in obtaining a sufficient number of qualified consultants to write the basic background material the earliest target date for completion is 1 March 1951.

3. [] the estimated target date of 1 March 1951 was unsatisfactory and suggested that arrangements be made to provide for each field an interim basic paper as a nucleus on which to build the continuing, functional manual.

4. To implement the latter proposal it was recommended that Staff I focus its immediate efforts upon:

a. Appointing officers whose primary duty will be to edit material presented by the various consultants and from all other sources.

b. Establishing a standard format.

c. Preparing for each field an interim manual along the lines of the established format and containing the basic doctrine currently available to Staff I.

5. It is considered

Document No. 006

NO CHANGE in Class. ☐

☐ DECLASSIFIED

CLASS. CHANGED TO: TS S (C)

DDA Memo, 4 Apr 77

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Date: 24/03/78 By: []

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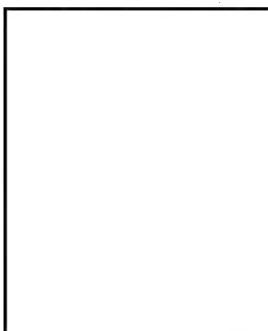
5. It is considered that the nucleus thus provided will stimulate continuing production of manuals to meet the operational needs of OPC.

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